

Joseph Doyle

Accounting

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Professional summary

Aspiring accounting professional with a comprehensive background in sales and project management, poised to transition seamlessly into an entry-level role. Skilled in data visualization and expense tracking, aimed at enhancing organizational efficiency. Driven by adaptability and emotional intelligence, essential for navigating complex financial landscapes.

Links

LinkedIn:

www.linkedin.com,

SNHU Meritpages:

meritpages.com.

Skills

Accounts Receivable,
Ledger Management,
Auditing,
Payroll Processing,
Attention to Detail,
Budgeting,
Accounts Payable,
Expense Tracking,
Problem Solving,
Financial Reporting,
Analytical Skills,
Financial Analysis,
Data Visualization,
Team Leadership,
Data Management,
Financial Software,
Process Improvement,
Market Research,
Sales Strategy,
Financial Modeling,
Cost Analysis,
Inventory Management,
Strategic Planning,
Client Relations,
Negotiation Skills,
Project Management,
Performance Analysis,
Sales Forecasting,
Financial Consulting,
Sales Management,
Customer Service,
Time Management,
Data Analysis,
Financial Planning,
Strategic Thinking,
Team Collaboration,
Data Interpretation,
Cash Handling,
Financial Literacy,
Vendor Management.

Internships

Accounting Intern, Feb 2025 - May 2025

Lighthouse Strategic Solutions, Fairbault, MN

- Keep track of donations in the donor database and sort contributions. Record miscellaneous deposits in accounting software for better financial management.
- Assign bills to the correct account numbers, print checks, and get staff signatures for timely payments. Organize invoices alphabetically for easy access.
- Check bank and investment accounts to confirm balances and spot any mistakes. This helps ensure financial reports are accurate.
- Lead the month-end closing process to prepare smoothly for the next accounting period.
- Enter payroll transactions accurately in the accounting system to ensure employees are paid correctly and comply with regulations.

Employment history

Store Manager, Oct 2022 - Feb 2025

Mattress Firm, St Louis Park, Minnesota

- Create customer-centric environment, improve performance
- Coordinate training, ensure consistent execution
- Utilize analytics, optimize product placement
- Develop promotions, boost sales

Senior Sales Manager, Sep 2021 - Apr 2022

Westminster Mint, St. Louis Park

- Directed sales training, boosting client acquisition
- Implemented marketing strategies, increasing satisfaction
- Enhanced phone sales techniques, improving engagement
- Streamlined processes with team, enhancing efficiency
- Led sales team, achieving growth in numismatic sector

Executive Chef, Oct 2018 - Aug 2021

Martina/ Colita, Minneapolis

- Spearheaded kitchen operations, streamlined workflows
- Orchestrated menu restructuring, improved engagement
- Implemented cost control, increased profits
- Fostered teamwork, ensured excellence
- Maintained compliance, minimized risks

Education

B.S. Accounting and Finance, Oct 2022 - Present

Southern New Hampshire University, Manchester, NH

As I prepare to embark on my Senior Year, I'm thrilled to share some exciting news! I've been honored with induction into both the National Society of Leadership and Success and Alpha Sigma Lambda. With a current GPA of 3.98, I'm on track to graduate in Spring 2026, ready to take on new challenges and opportunities!

A.A.S Culinary Arts, Jan 2008 - Dec 2010

Hennipen Technical College, Eden Prairie, MN

Additional information

Volunteer Experience

- SMART Recovery - Meeting Facilitator
- American Cancer Society- Hope Lodge
- Boy Scouts of America - Eagle Scout Award

Academic Achievements, SNHU

- National Society of Leadership and Success
- Alpha Sigma Lambda